

**Audit and Governance Committee**

7<sup>th</sup> February 2018

Report of the Deputy Chief Executive/Director of Customer & Corporate Services

**Audit & Governance Committee Forward Plan to December 2018**

**Summary**

1. This paper presents the future plan of reports expected to be presented to the Committee during the forthcoming year to December 2018.

**Background**

2. There are to be six fixed meetings of the Committee in a municipal year. To assist members in their work, attached as an annex is the indicative rolling forward plan for meetings to December 2018. This may be subject to change depending on key internal control and governance developments at the time. A rolling forward plan of the Committee will be reported at every meeting reflecting any known changes.
3. There have been a number of amendments made since the last version was presented to the Committee in December.
4. Due to the earlier statutory deadlines in 2017/18 the Council must prepare its Statement of Accounts by 31<sup>st</sup> May this year, one month earlier than in previous years. Consequently Committee meetings where the draft and Final accounts will be presented to the Members have been brought forward to comply with these earlier deadlines. The draft unaudited Accounts will now come to the June meeting, and Final audited accounts to the July meeting.

**Consultation**

5. The forward plan is subject to discussion by members at each meeting, has been discussed with the Chair of the Committee and key corporate officers.

## **Options**

6. Not relevant for the purpose of the report.

## **Analysis**

7. Not relevant for the purpose of the report.

## **Council Plan**

8. This report contributes to the overall effectiveness of the council's governance and assurance arrangements contributing to an 'Effective Organisation'.

## **Implications**

9.
  - (a)**Financial** - There are no implications
  - (b)**Human Resources (HR)** - There are no implications
  - (c)**Equalities** - There are no implications
  - (d)**Legal** - There are no implications
  - (e)**Crime and Disorder** - There are no implications
  - (f) **Information Technology (IT)** - There are no implications
  - (g)**Property** - There are no implications

## **Risk Management**

10. By not complying with the requirements of this report, the council will fail to have in place adequate scrutiny of its internal control environment and governance arrangements, and it will also fail to properly comply with legislative and best practice requirements.

## **Recommendations**

- 11.

- (a) The Committee's forward plan for the period up to December 2018 be noted.

Reason

*To ensure the Committee receives regular reports in accordance with the functions of an effective audit committee.*

- (b) Members identify any further items they wish to add to the Forward Plan.

Reason

*To ensure the Committee can seek assurances on any aspect of the council's internal control environment in accordance with its roles and responsibilities.*

**Contact Details**

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**Report  
Approved**



**Date**

**Specialist Implications Officers**

None

**Wards Affected:** Not applicable

**All**

**For further information please contact the author of the report**

**Background Papers:**

None

**Annex**

Audit & Governance Committee Forward Plan to December 2018